

30 November 1982

MEMORANDUM FOR: [REDACTED]

DCI Administrative Officer

FROM : Ken McDonald
Chief, DCI History Staff

SUBJECT : Return of History Staff space in 7B18 Headquarters

1. I would like to request that the History Staff's reception room in 7B18 Headquarters be returned to History Staff use. We need this space for our two new Staff Historians, who have begun work on monographic studies that require most of their research and interviewing to be done at Headquarters. We need this space now, and would be grateful if you could have it returned to us by 15 December.

2. I'll attach a copy of the 2 September memorandum which notes our agreement then that this space was lent only temporarily for [REDACTED] use, on the understanding that he would be relocated soon, and on your assurance that the space would be returned to the History Staff on my request.

[REDACTED]
J. K. McDonald

Attachment

Copy to: Executive Secretary

Distribution

Orig. -Adse
1 -Executive Secretary
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ADMINISTRATIVE - INTERNAL USE ONLY

2 September 1982

MEMORANDUM FOR: [REDACTED]

STAT

DCI/Administrative Officer

FROM

: Ken McDonald
Chief, History Staff

SUBJECT

: Use of History Staff space in
7B18 Headquarters

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1. From our telephone conversation yesterday morning I understand that [REDACTED] would like to put [REDACTED] temporarily in the History Staff's reception room next to my own office in 7B18 Headquarters.

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2. I'm glad to agree to this and to accommodate [REDACTED] (and OEXA) on your assurance yesterday that (a) you and [REDACTED] will be arranging space for [REDACTED] elsewhere soon; and (b) if we need that room for the History Staff before then it will be returned to us on my request.

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[REDACTED]
J. Kenneth McDonald

cc: Executive Secretary

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